

**Minutes of the
Comprehensive Development Plan Advisory Committee**
Thursday, October 28, 2004

Keith Henderson, Chairperson, called the meeting to order at 4:00 p.m.

Committee Members

Present (Name and Municipality):

- Keith Henderson, Chairman, Town of Brookfield
- Roger Duper (attending for Jeff Herrmann), Town of Genesee and Oconomowoc
- Jeffrey Musche, Town of Lisbon
- Marilyn Haroldson, Town of Merton
- Barb Holtz, Town of Mukwonago
- Colin Butler, Town of Ottawa
- James Siepmann, Town of Summit
- Scott Harkness (attending for Bill Biersach), Village of Chenequa
- Wallace Thiel, Village of Hartland
- Paul Craig, City of Delafield
- Doug Koehler, City of Waukesha
- Sarah Johnson (attending for Brian Turk), Towns of Delafield and Vernon
- Rebecca Finn, Village of Elm Grove
- Dan Ertl, City of Brookfield
- Donald Wiemer, Village of Oconomowoc Lake

Committee Members

Absent (Name and Municipality):

- Bruce Kaniewski, Towns of Waukesha and Village of North Prairie
- William Freisleben, Village of Menomonee Falls
- Nancy Anderson, SEWRPC
- Larry Plaster, Village of Butler
- Roland Tonn, City of Oconomowoc
- Walter Kolb, Waukesha County Park and Planning Commission
- Harlan Clinkenbeard, City of Pewaukee
- Representative of the Village of Big Bend
- Bart Zilk, Village of Dousman
- George Stumpf, Village of Lac La Belle

Others Present:

- Richard Mace, Parks and Land Use – Planning and Zoning Manager
- Kathy Moore, Parks and Land Use – Senior Planner
- Sandy Scherer, Parks and Land Use – Senior Planner
- Pamela Meyer, Town of Eagle Resident
- Ezra Meyer, Friends of the Mukwonago River
- Jerry Braatz, U.W. Extension

Public Comment

None.

Approval of the July 22, 2004, Minutes

- *Mr. Thiel moved, seconded by Mr. Siepmann and carried unanimously, for approval of the July 22, 2004, Minutes.*

- **Discussion of Comprehensive Planning Grant Application – Jerry Braatz, UW-Extension**

Mr. Braatz indicated the grant application is nearly finished and will be completed and mailed by October 29, 2004. A member of the audience asked how the prospects looked for the grant? Mr. Braatz replied, that it will be very competitive especially since four other counties are applying with Multi-Jurisdictional Plans. He said he had all 26 communities approval for the grant, however, only 19 Resolutions have been submitted at this point. Mr. Mace noted that the Village of North Prairie had submitted information, however, they have not signed the original agreement to participate in the planning process.

- **Distribution of final Draft Chapter 1**

There was discussion regarding changes to the Chapter 1 text, as follows:

“Background” Section, Page 1:

- The acronym “SEWRPC” should be included in Line 4 and the word “the” should not be used before the acronym

“Planning Benefits” Section, Page 1:

- The word “must” should be deleted in Line 4

“Communities Facilities and Utilities Element” Section, Page 6:

- Throughout the Chapter the word “collated” be changed to “collected”. Mr. Braatz said he would check the text.
- The words “Southeastern Wisconsin Regional Planning Commission” should be deleted from Line 6 and other places through the document and replaced with the acronym SEWRPC.

“Sanitary Sewage” Section, second paragraph:

- The word “the” should be removed from Line 6 where it reads “refinement plans completed by the SEWRPC.....”

“Land Use Element” Section, Page 9:

- The words “Regional Planning Commission” in Line 6 should be replaced with the acronym SEWRPC

“Housing Element” Section, Page 9:

- The words “Regional Planning Commission” in No. 4, second paragraph, Line 6 should be replaced with the acronym “SEWRPC”

“Advisory Committee and Staff Structure” Section:

- The word “for” should be replaced with the word “to formally participate.....” on Page 4, Line 3

“Plan Elements” Section, Page 5:

- Under “Issues and Opportunities Element”, second sentence, Line 2, add the words “prior to or concurrent with the preparation of plans.....”

“Community Facilities and Utilities Element” Section, Page 6

- Under No. 1, “Sanitary Sewage”, second paragraph, third line, remove the wording “to the extent practicable”. The sentence should read “Intensive forms of urban development should, be served by centralized sanitary sewerage facilities.”
- Add sentence directly after the word “facilities” which shall read “Other forms of urban development should, to the extent practicable, be served by centralized sanitary sewerage facilities.”
- Under No. 2, “Water Supply”, expand text in light of groundwater study ongoing with SEWRPC.
- Under No. 3, “Stormwater Drainage”, change heading to “Stormwater Drainage and Groundwater Recharge” and expand text.

Define “urban” and “rural” terms

It was suggested there be a glossary for common terminology throughout the document or a chapter on definitions or terms. There could also be a glossary at the end of the document mentioned in Chapter 1 and listed in the Table of Contents. It was also suggested SEWRPC be contacted to see if there was an existing glossary which could be considered for inclusion. It was recommended that the membership suggest edits to be received by the Committee prior to the next meeting for review. It was suggested that an additional second feedback site or form be created on the County Website to provide opinions and comments, review ideas, verbiage for the plan and any other concerns or suggestions of the Committee (internal for Committee members only). The Committee agreed.

After review and comments, Mr. Siepmann moved, seconded by Mr. Musche and carried by a majority vote (there was one vote against) to table action on Chapter 1 until the next meeting (December 16, 2004) to allow for corrections and consider a Glossary of Terms section or separate chapter dealing with terms used in the new Plan.

**Discussion of Agriculture, Natural and Cultural Resources Element Subcommittee meeting
October 14, 2004 – Jim Siepmann, Subcommittee Chairman**

Mr. Siepmann indicated the Subcommittee was presented an overview of the Comprehensive Development Plan Committee and what the goals, responsibilities and role of the Subcommittee would be. The next meeting will take place on December 9, 2004, from 9:00 a.m. to 11:00 a.m.

Next Meeting Topics and Date

The next meeting will be held Thursday, December 16, 2004, at 4:00 p.m. in Room 255/259 of the Waukesha County Administration Center.

Possible Topics for review:

- Overview of Regional Land Use Planning process and data available (SEWRPC representative)
- Update from the Agriculture, Natural and Cultural Resources Element Subcommittee (Jim Siepmann)
- Further discussion of Chapter 1 and Glossary/Terms
- Formation of the Intergovernmental Cooperation Subcommittee
- Formation of Economic Development Subcommittee
- Grant Update

There being no further business to come before the Committee, Mr. Thiel moved, seconded by Mr. Butler to adjourn at 4:45 p.m.